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Go To Instructions

This easy to use 140A Resident Personal Income Tax Package contains the following calculating forms:
140A Resident Income Tax Form

After you have finished completing your tax return, please take a brief survey to let us know about your experience with this product. Thank you and we look forward to receiving your valuable feedback.

HOW TO USE THE FORM

As you complete the form, notice how certain fields are filled in for you based on other information you have entered. The package contains links to the commonly used credit forms and the Arizona Schedule A.

- Using the mouse, left click once in a white field to begin entering data.
- Use the tab key to move from field to field. **Notice:** You cannot enter data into gray fields.
- Yellow fields will be filled in automatically as you complete other fields in the form. You cannot manually enter data into these fields.
- To mark a check box on the form, simply left click once in the box.
- Use the interactive green buttons to be automatically navigated around the form. These buttons also route you to credit forms and schedules (if applicable) that are allowed with the form you are filing.

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SAVING THE DATA

"Save My Data" enables you to begin working on a fillable return and save it to a file of your choice on your computer's hard drive.

- To save the data, you must first save the fillable form.
On the Adobe Reader toolbar select the File drop-down menu
Select "Save As"
Select the drive you in which you want to save the file. **DONOT** Change the file name.
The file name extension is .pdf
- Once the fillable form has been saved, you will save the data using the "Save My Data" button.
Left click once on the button.
A save box will open.
Select the same drive in which you saved the fillable form. **DONOT** Change the file name.
The file name extension is .fdf.

Save My Data

Your tax data is now saved.

RETRIEVING SAVED DATA

To retrieve the saved data, select the .fdf file you saved during the "save my data" function. When you open the file all the data entered up to the point the file was saved will be automatically populated into the .pdf form.

SAVE THE COMPLETED TAX RETURN

On the Adobe Reader toolbar select the Snapshot tool



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- Place the marquee (+) at the top left corner of the form.
- Holding down the left side of your mouse, drag the marquee to the bottom right corner of the form.
- Once you have drag the marquee to the bottom right corner of the form, release the left side of the mouse.
- Adobe Reader has captured an image of the document and placed it on the Clipboard.

- Select "OK" to close the message box.
- Choose a program in which you want to save an image of your tax forms (Microsoft Word, Excel, Power Point, etc).
- Open the program.
- Paste the image into a blank document within the program.
- Name and save the page (ex. Page 1 AZ Tax Return) in a folder of your choice.
- Repeat previous steps for each page of your tax return.** Once you have copied and pasted all of your forms into the program of your choice, save and name the document according to the instructions of the program.



This will only save an image of what you printed. The form(s) cannot be modified (see "Saving the Data" section).

RETRIEVING SAVED TAX RETURN

Open the program On the Adobe

To retrieve the saved tax return, open the program in which you saved the image. Open the file. The image of your tax return should appear. Remember, your tax return is made up of several pages, so it is necessary to open all files if you choose to view or print your tax return.

PRINTING THE TAX RETURN

Once you have completed your tax return simply use the red "Print" button located in the upper right hand corner of the form. In addition, the credit forms and schedules you completed will be printed.

On the front of the return you will notice a two dimensional (2D) barcode printed automatically the return. The 2D barcode contains only the data that you entered on the form. It is scanned by the department to retrieve your tax return information. Using this method decreases the time needed to process your return. Please do not alter the barcode or cause it to smudge. Should this occur, your return will no longer be able to be scanned and may delay your refund (if applicable).



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FREQUENTLY ASKED QUESTIONS

1. Why should I use a fill-in forms package?

The fill-in forms are easy and convenient to use. Many of the great E-File benefits are available through the fill-in forms.

- The fill-in forms do not allow you to make math errors.
- All forms are available at the click of your mouse.
- You can move quickly and easily to the forms you need to complete your tax return.
- Save the form(s) as you go along and complete at a later date.
- Save an electronic copy of your completed tax return.
- Get your refund faster (if applicable)
- It's completely safe.
- The tax information on your computer as a result of using this CD cannot be viewed over the Internet or by department personnel.

2. If I use the fill-in forms, are my chances for an audit increased

No. The chance of an audit of a fill-in form is no greater than it is with any other filing methods including returns completed by hand (known as paper) and filed electronically (E-File).

3. How do I assemble my tax forms for mailing and what other documents should I include?

Your Arizona Tax Return form should be the first page of your return. Next, attach any schedules that you have filed. Then, attach form 301 and the appropriate credit forms, if applicable. Any W-2's, 099's and other supporting documents should be attached to the back of the last page of the return.

4. Where do I mail the form?

If you are **not mailing a payment** with your return, or if you are expecting a refund, please mail your return to:

Arizona Department of Revenue
P. O. Box 29205
Phoenix, AZ 85038-9205

If you **are mailing a payment** with your return, please mail your return to:

Arizona Department of Revenue
P. O. Box 29204
Phoenix, AZ 85038-9024

5. How do I get help?

If you have any questions regarding the use of this form, please email us at:

2DBarCode@AZDOR.gov



This assistance is only available for technical difficulties you might encounter when using this package. Staff is unable to answer any questions regarding taxes, deductions, exemptions, etc.

ARIZONA FORM
140A

Resident Personal Income Tax Return (Short Form)

2005

YOUR FIRST NAME AND INITIAL 1		LAST NAME		YOUR SOCIAL SECURITY NO.	
IF A JOINT RETURN, SPOUSE'S FIRST NAME AND INITIAL 1		LAST NAME		SPOUSE'S SOCIAL SECURITY NO.	
PRESENT HOME ADDRESS - NUMBER AND STREET, RURAL ROUTE 2		APT. NO.		DAYTIME PHONE 89 X	
HOME ADDRESS CONTINUED 2		HOME PHONE 94			
CITY, TOWN OR POST OFFICE 3		STATE		ZIP CODE	
				82 CHECK ONE if filing under an extension: 4 month extension 82D <input type="checkbox"/> 6 month extension 82F <input type="checkbox"/>	
Filing Status	4	Married filing joint return			
	5	Head of household - name of qualifying child or dependent:			
	6	Married filing separate return. Enter spouse's Social Security Number above and full name here. ▶			
	7	Single			
Exemptions	8	Enter the number claimed. Do not put a check mark.	Age 65 or over (you and/or spouse)		88
	9		Blind (you and/or spouse)		
	10		Dependents. From page 2, line A2 - do not include self or spouse.		
	11		Qualifying parents and ancestors of your parents. From page 2, line A5.		81 80
12 Federal adjusted gross income 12 00					
13 Age 65 or over 13 00					
14 Blind 14 00					
15 Dependents 15 00					
16 Qualifying parents .. 16 00					
17 Total subtractions. Add lines 13 through 16 ... 17 00					
18 Arizona AGI. Subtract line 17 from line 12..... 18 00					
19 Standard deduction 19 00					
20 Personal exemptions..... 20 00					
21 AZ taxable income. Line 18 minus lines 19 & 20 21 00					
22 Tax from Optional Tax Rate Tables..... 22 00					
23 - 24 Clean Elections Fund Tax Reduction					
23 <input type="checkbox"/> YOURSELF 23 <input type="checkbox"/> SPOUSE..... 24 00					
25 Reduced tax. Subtract line 24 from line 22..... 25 00					
26 Family income tax credit from worksheet on page 8 of instructions 26 00					
27 Subtract line 26 from line 25. If less than zero, enter zero 27 00					
28 Clean Elections Fund Tax Credit. From worksheet on page 9 of the instructions..... 28 00					
29 Balance of tax. Subtract line 28 from line 27. If line 28 is more than line 27, enter zero 29 00					
30 Arizona income tax withheld during 2005 30 00					
31 Amount paid with 2005 Arizona extension request (Form 204) 31 00					
32 Increased Excise Tax Credit from worksheet on page 9 of the instructions..... 32 00					
33 Property Tax Credit from Form 140PTC 33 00					
34 Total payments/credits. Add lines 30 through 33 34 00					
35 TAX DUE. If line 29 is larger than line 34, subtract line 34 from line 29, and enter amount of tax due. Skip line 36..... 35 00					
36 OVERPAYMENT. If line 34 is larger than line 29, enter amount of overpayment 36 00					
37 - 44 Voluntary Gifts to:					
Aid to Education (entire refund only) 37 00 Arizona Wildlife 38 00 Citizens Clean Elections 39 00					
Child Abuse Prevention 40 00 Domestic Violence Shelter 41 00 Neighbors Helping Neighbors 42 00					
Special Olympics 43 00 Political Gift 44 00					
45 Check only one if making a political gift: 45 <input type="checkbox"/> Democratic 45 <input type="checkbox"/> Libertarian 45 <input type="checkbox"/> Republican					
46 Total voluntary gifts: Add lines 37 through 44 46 00					
47 REFUND. Subtract line 46 from line 36. If less than zero, enter amount owed on line 48 47 00					
Direct Deposit of Refund: See instructions.					
98 ROUTING NUMBER ACCOUNT NUMBER <input type="checkbox"/> Checking or <input type="checkbox"/> Savings					
48 AMOUNT OWED. Add lines 35 and 46. Make check payable to Arizona Department of Revenue; include SSN on payment. 48 00					
<input type="checkbox"/> Payment enclosed. Check the box and attach payment.					
PLEASE BE SURE TO SIGN THE RETURN ON THE REVERSE SIDE OF THIS PAGE.					

PART A: Dependents and Qualifying Parents - do not list yourself or spouse**A1** List children and other dependents. If more space is needed, attach a separate sheet.NO. OF MONTHS LIVED
IN YOUR HOME IN 2005

FIRST AND LAST NAME	SOCIAL SECURITY NO.	RELATIONSHIP	NO. OF MONTHS LIVED IN YOUR HOME IN 2005

A2 Enter total number of persons listed in A1 here and on the front of this form, box 10 TOTAL **A2****A3 a** Enter the names of the dependents listed above who do not qualify as your dependent on your federal return. See page 5 of the instructions.**b** Enter dependents listed above who were not claimed on your federal return due to education credits:**A4** List qualifying parents and ancestors of your parents. If more space is needed, attach a separate sheet. You cannot list the same person here and also on line A1. For information on who is a qualifying parent or ancestor of your parents, see page 6 of the instructions.

FIRST AND LAST NAME	SOCIAL SECURITY NO.	RELATIONSHIP	NO. OF MONTHS LIVED IN YOUR HOME IN 2005

A5 Enter total number of persons listed in A4 here and on the front of this form, box 11 TOTAL **A5****PART B: Last Name(s) Used in Prior Years if different from name(s) used in current year****B6**

PLEASE SIGN HERE	I have read this return and any attachments with it. Under penalties of perjury, I declare that to the best of my knowledge and belief, they are true, correct and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.		
	→ YOUR SIGNATURE _____	DATE _____	
	→ SPOUSE'S SIGNATURE _____	DATE _____	
	PAID PREPARER'S SIGNATURE _____	FIRM'S NAME (PREPARER'S IF SELF-EMPLOYED) _____	
	PAID PREPARER'S TIN _____	DATE _____	PAID PREPARER'S ADDRESS _____

If you are also sending a payment, mail to Arizona Department of Revenue, PO Box 52016, Phoenix, AZ, 85072-2016 (PO Box 29204, Phoenix, AZ 85308-9204 if your return has a barcode).
If you are not sending a payment, mail to Arizona Department of Revenue, PO Box 52138, Phoenix, AZ, 85072-2138 (PO Box 29205, Phoenix, AZ 85308-9205 if your return has a barcode).